

SHIPPING INSTRUCTIONS FOR GOODS TO/FROM

*Forsvarskonferansen – Nordic Defence and Security Conference 2026
Information from B. Iversen Spedisjon AS*

INCOMING GOODS

1. All goods must be delivered to our logistics provider no later than Friday 18 September 2026. Do NOT address goods directly to Scandic Hell.
2. Ship to:
FORSVARSKONFERANSEN C/O B. IVERSEN SPEDISJON AS
Brøttemsvægen 819D, Næringspark Syd
NO-7540 KLÆBU
Tel: +47 73 80 24 00
Email: booking@biversen.no
3. **In addition to the delivery address, all packages must be labelled with your company name and stand number.**
4. Send tracking number or shipping notification to: booking@biversen.no
5. Goods will be placed at your stand before setup begins.
6. B. Iversen can assist with freight from anywhere in Norway or abroad. Contact booking@biversen.no for enquiries.

OUTGOING GOODS

7. Pack down your own items after the conference. Ensure ALL packages are well packed and clearly labelled with the final delivery address — including loose items placed on top of other packages.
8. Goods will be moved to the logistics terminal. External carriers may collect from Friday 25 September at:
FORSVARSKONFERANSEN C/O B. IVERSEN SPEDISJON AS
Brøttemsvægen 819D, Næringspark Syd
NO-7540 KLÆBU
Tel: +47 73 80 24 00
Email: booking@biversen.no
9. B. Iversen can assist with return freight to anywhere in Norway or abroad. Contact booking@biversen.no for enquiries.

INTERNATIONAL SHIPMENTS

The same rules as above apply. In addition:

10. A notify address must be provided in all bookings with external carriers:

B. IVERSEN SPEDISJON AS
Brøttemsvegen 819D, Næringspark Syd
NO-7540 KLÆBU
Att: Ronny Henriksen
Tel: +47 73 80 24 00
Email: booking@biversen.no

11. When using Incoterms, use DAP (Delivered at Place).

12. The following documents must be emailed to B. Iversen Spedisjon AS, Attn: Ronny Henriksen (booking@biversen.no) before goods are shipped:

- Estimated date of arrival
- Name of carrier and tracking number
- Number of packages, weight and dimensions
- Copy of transport documents and proforma invoice
(*Temporary imports and give-aways must be on separate invoices*)

13. Give-aways and promotional items distributed at the event are subject to Norwegian VAT and any applicable customs duties.

⚠ It is not permitted to ship tobacco, alcohol, food, snacks, drinks, or water.

PRICING (EX. VAT)

All services are invoiced directly to the exhibitor. Please send invoice details and any reference number to booking@biversen.no.

Service	Price (ex. VAT)
Small boxes / up to half pallet	NOK 645
1 EUR pallet	NOK 855
2 EUR pallets	NOK 1 265
3 EUR pallets	NOK 1 525
4 EUR pallets	NOK 1 785
5 EUR pallets	NOK 2 195

Customs clearance (temporary / ordinary)	NOK 1 295
---	-----------

Same prices apply for return after the conference.

Additional costs from external carriers or customs agents (e.g. customs entry, arrival notification) are passed on at cost.

Prices in accordance with the official price list for logistics services for Forsvarskonferansen.

All our assignments are carried out in accordance with NSAB 2015 — with the exception of § 25 A regarding storage, which entails limited liability for damage. We recommend transport insurance. We do not accept liability for theft at the exhibition venue, or for damage to goods that are insufficiently packaged.